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**Harris County
Public Library**

your pathway to knowledge

PL Administrative Offices
8080 El Rio Street
Houston, TX 77054

P 713.749.9000
F 713.749.9090
W www.hcpl.net

Rhoda L. Goldberg
Director

AGENDA DATE: June 23, 2009

June 11, 2009

Honorable Ed Emmett, County Judge
Commissioners of Harris County
1001 Preston
Houston, TX 77002

09 JUN 18 AM 9:33
HARRIS COUNTY
MANAGEMENT SERVICES

Dear Judge Emmett and Commissioners:

I respectfully request authorization to accept the offer to become a Summer Jobs for Youth worksite as approved by the Houston-Galveston Area Council. The workers will be paid through stimulus funding received by the Houston-Galveston Area Council and the Library would not receive any cash amount. Employment & Training Centers, Inc. will be the contractor to provide eligible young workers.

Thank you.

Sincerely,

Rhoda L. Goldberg
Library Director

CC: Linda Stevens
Cristina Gonzales

Vote of the Court:

Judge Emmett
Comm. Lee
Comm. Garcia
Comm. Radack
Comm. Eversole

Yes	No	Abstain
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Branches

Aldine
Atascocita
Baldwin Boettcher
Barbara Bush
Crosby
Cy-Fair
Evelyn Meador
Fairbanks
Freeman
Galena Park
High Meadows
Jacinto City
Katherine Tyra
Katy
Kingwood
La Porte
Maud Marks
North Channel
Northwest
Octavia Fields
Parker Williams
South Houston
Spring Branch
Stratford
Tomball
West University

us. org. ite. adn. asg. bly
library. asg. ite. adn. asg. bly
Mud. asg.
Rm. asg.
Payroll asg.
Budget (Harris Co.) asg.

06-16-09 14:10 RC
Presented to Commissioner's Court
JUN 23 2009
APPROVE L/E
Recorded Vol. _____ Page _____



HARRIS COUNTY, TEXAS

Office of Budget Management

1310 Prairie, Suite 530

Houston, Texas 77002

(713) 755-3301

Grants Coordination Section - Conveyance Form

Application

☐

Award

☒

Department Name / Number	DUNs	Grant Title
HARRIS COUNTY PUBLIC LIBRARY - 285	072206378	Summer Jobs for Youth '09
Funding Source: U.S. Department of Labor: CFDA# 17.258, .259, .260, .263	Grant Agency: Houston-Galveston Area Council	
Program Year: 1 st	Program Ending:	
Grant Begin Date: 06/01/2009	Grant End Date: 09/30/2009	
Grant Org. Key: N/A	If applicable, Prior Year Org. Key: N/A	

Grant Description:

Part of the American Recovery and Reinvestment Act (ARRA), this grant is funded by the U.S. Department of Labor via the Texas Workforce Commission and the Houston-Galveston Area Council (H-GAC). The objective of the Workforce Investment Act Youth Activities program is to help low income youth, between the ages of 14 and 21, acquire the educational and occupational skills, training, and support needed to achieve academic and employment success and successfully transition to careers and productive adulthood.

	Total Budget	Grant Funded	County Funded
Salary & Benefits	\$ 0.00	\$ 0.00	\$ 0.00
Non - Labor	\$ 48,256.00	\$ 48,256.00	\$ 0.00
Sub Tot. Incremental Cost	\$ 48,256.00	\$ 48,256.00	\$ 0.00
Indirect Cost	\$ 0.00	\$ 0.00	\$ 0.00 *
TOTALS	\$ 48,256.00	\$ 48,256.00	\$ 0.00

* under development

Full Time Equivalent Positions

0.00

Date Grant Guidelines are Available

% of Positions Paid by Grant

0.00%

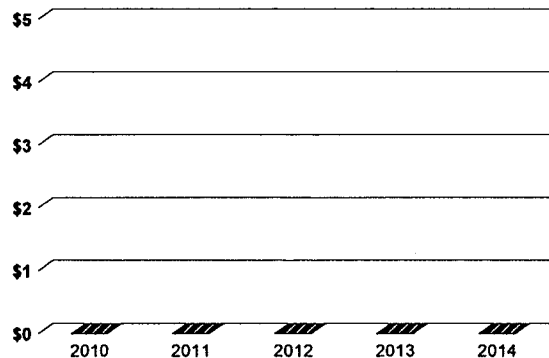
Grant Submittal Deadline Date

03/27/2009

GCS Discussion:

This award relates to an application that was approved by Commissioners Court on 4/7/09 in the amount of \$48,256. The Library has been selected as a work site for the Summer Jobs for Youth program, which provides summer jobs for youth in the Houston-Galveston area. Ten of the branch libraries will serve as work site locations for a total of 26 youth for a period of 8 weeks during the summer months at a wage rate of \$7.25 per hour (wage rate set by H-GAC), which equates to a value of \$48,256 for the Library. The youth will be tasked with assisting with program presentations, story times, circulation assistance, shelving of library materials, etc. Note: the Library will not receive cash under this grant, so there will be no revenue to certify.

County Funded Cost Projection



Required Match per Grant



Discretionary Cash Match

Completed by :

Brian Schmitz

Schmitz, Brian

Date :

6/17/09

Reviewed by :

[Signature]

Date :

6/16/09

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

The Commissioners Court of Harris County, Texas, convened at a meeting of said Court at the Harris County Administration Building in the City of Houston, Texas, on the _____ day of JUN 23 2009, 2009, with the following members present, to-wit:

Ed Emmett	County Judge
El Franco Lee	Commissioner, Precinct No. 1
Sylvia Garcia	Commissioner, Precinct No. 2
Steve Radack	Commissioner, Precinct No. 3
Jerry Eversole	Commissioner, Precinct No. 4

and the following members absent, to wit:

none,
constituting a quorum, when among other business, the following was transacted:

ORDER AUTHORIZING WORKSITE AGREEMENT
WITH EMPLOYMENT AND TRAINING CENTERS, INC.

Commissioner *Lee* introduced an Order and made a motion that the same be adopted. Commissioner *Eversole* seconded the motion for adoption of the Order. The motion, carrying with it the adoption of the Order, prevailed by the following vote:

	Yes	No	Abstain
Judge Emmett	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Lee	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Garcia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Radack	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Eversole	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The County Judge thereupon announced that the motion had duly and lawfully carried and that the Order had been duly and lawfully adopted. The Order thus adopted follows:

RECITALS:

Harris County, acting through the Harris County Public Library, desires to participate in a jobs program to provide eligible young workers, ages 14 – 24, with a summer job.

Presented to Commissioner's Court

JUN 23 2009

APPROVE _____

Recorded Vol _____ Page _____

The Commissioners Court of Harris County desires to approve a Worksite Agreement between Harris County and the Employment and Training Centers, Inc. in order for the Harris County Public Library to participate in a youth jobs project. **NOW, THEREFORE,**

BE IT ORDERED BY THE COMMISSIONERS COURT OF HARRIS COUNTY, TEXAS THAT:

Section 1: The recitals set forth in this Order are true and correct.

Section 2: The Agreement is approved and the County Judge of Harris County or his designee is authorized to execute a Worksite Agreement with Employment and Training Centers, Inc. in order for the Harris County Public Library to participate in a youth jobs project under the terms and provisions set out in the Agreement, which is incorporated by reference and made a part of this Order for all intents and purposes as though set out in full word for word.

Section 3: All Harris County officials and employees are authorized to do any and all things necessary or convenient to accomplish the purpose of this Order.



The Office of Vince Ryan
County Attorney

June 10, 2009

Ms. Rhoda Goldberg
Director
Harris County Public Library
8080 El Rio
Houston, Texas 77054

Re: Worksite Agreement with Employment and Training Centers, Inc.;
C.A. File No. 09GEN0745

Dear Ms. Goldberg:

At your request, we have prepared a Worksite Agreement with the Employment and Training Centers, Inc. In approving this Agreement as to form, we assume your agency has complied with all applicable County policies and procedures.

Please review the Agreement carefully and let us know if you desire revisions. If the Agreement meets with your approval, have it executed by Employment and Training Centers, Inc. and submit the Agreement to Commissioners Court for approval and execution. For your convenience, we have also enclosed an Order. If we can be of further assistance to you in this matter, please let us know.

Sincerely,

VINCE RYAN
County Attorney

By: 
MARVA GAY
Assistant County Attorney

Summer Jobs Worksite Agreement

Worksite: _____ Contact: _____ Tel #: _____

Address: _____ E-Mail: _____

This Agreement is entered by and between **Employment & Training Centers, Inc.**, hereinafter referred to as the "Contractor," and **Harris County, acting through the Harris County Public Library**, hereinafter referred to as the "Worksite."

This Agreement establishes the terms and conditions for the Contractor and the Worksite as follows:

1. This Agreement is effective June 1, 2009 and will terminate no later than September 30, 2009. This Agreement may be terminated by either party, at anytime, upon written notice to the other party with ten business days notice. No alteration or variation of the terms of this Agreement shall be valid and/or binding unless made in writing and signed by both the parties hereto.

2. The Worksite understands that the purpose of this Agreement is to provide eligible young workers, ages 14-24, with a summer job. Worksite may offer employment to those young workers who meet the job qualifications in locations that have job openings.

3. Contractor is responsible for worker's compensation insurance coverage for young workers approved to work at Worksite, subject to the limitations contained herein. All minors must have parental or guardian consent on file with Contractor to authorize emergency medical treatment.

4. Contractor will provide Worksite with payroll and attendance reporting requirements for young workers, and Worksite agrees to follow Contractor's said requirements.

5. Work experience assignments shall be for a set number of hours per week, payable at the rate of no less than \$7.25 per hour.

6. Worksite further agrees to: (1) comply with Labor Laws and/or Child Labor Laws and federal and state equal employment opportunity laws; (2) ensure necessary emergency medical care is given to young workers in the event of an occupational injury or illness; (3) provide adequate supervision and instruction; (4) ensure safe and healthful working conditions; (5) provide young workers with a written job description; (6) provide an evaluation or progress report on each young worker as requested.

7. Worksite understands and agrees that the Contractor and the Houston-Galveston Area Council will conduct on-site visits to evaluate general compliance with above requirements.

8. Worksite must ensure that no young workers replace regular employees. This means that any company participating in Summer Jobs Project will not (directly or indirectly) cause the displacement of any company's regular employees.

9. Worksite is a political subdivision of the state of Texas and has sovereign immunity except to the extent that the legislature has waived immunity. Worksite represents that it is liable for certain damages in an amount not greater than that specified in the Texas Tort Claims Act, Tex. Civ. Prac. & Rem. Code Ann. §§ 101.001 et seq., as amended, for certain acts of its officers and employees, and that it is self-insured for the maximum amount of its liability under the Texas Tort Claims Act.

In Witness Whereof, this agreement has been executed by and on behalf of the parties described herein.

Worksite
Signature: _____

Contractor
Signature: _____



Printed Name and Title: Ed Emmett, Harris County Judge

Date Signed: JUN 23 2009

Printed Name and Title: Roberto Gonzalez, Vice President

Date Signed: _____